Abbot Academy

Handbook for Students *and* Their Parents

1941-1942

Calendar

1941-42

Tuesday, September 23
Arrival and registration of New Resident Scholars
before 6 P. M.

Wednesday, September 24
Registration of Day Scholars, 9:30 a. m.
Registration of Reentering Resident Scholars
before 8 p. m.

Thursday, November 20
Thanksgiving Holiday

Wednesday, December 17, 10 a. m. to
Tuesday, January 6, 1942, 8 p. m.
Christmas Holidays

Monday, February 2
Beginning of Second Semester

Thursday, March 19, 10 a. m. to
Wednesday, April 1, 8 p. m.
Spring Holidays

Monday, June 1
Commencement

Wednesday, June 3, to Saturday, June 13
College Entrance Examination Review Period

Saturday, June 13, to Saturday, June 20
College Entrance Board Examinations, at the School

WELCOME

All of you are starting anew, whether you are coming to Abbot in September for your first year or for your fourth year. There is nothing too good for you to expect of the coming year so far as your school life is concerned, for what the year will be is for you to determine. Abbot, with its riches of learning, of beauty, of friendships, of tradition, offers you, as it has other girls for more than a hundred years, these priceless gifts.

This will, I hope, be the best year you have yet known. New girls will perhaps come with a tinge of regret and wistfulness as they leave home and the schools with which they are familiar. Old girls may feel at first that no year can be as good as last year was, no senior class as fine. But this year will be even better for you all in proportion as each of you, a year older and wiser, makes fuller use of the opportunities that await you.

It is a turbulent and tragic world that we are living in, and even within the peaceful limits of our Abbot acres we cannot be unaware, nor would we wish to be unaware, of its demands upon us as thinking, feeling people. But in spite of this disastrous period, perhaps because of it, we must put our first and best energy into our studies, our physical development, and the self-discipline of character and spirit all of which

are needed to fortify ourselves for the demands a Christian democracy must make of us. Let us "think on these things" as the year stretches so alluringly before us. The details of its experiences are still unrevealed, but what you will do with those experiences is for each of you to decide, even now, before school opens.

Yes, you will be starting anew, and this year it is a new old Abbot that awaits you, for there have been growing this summer an addition to Draper Hall, and a beautiful spacious new dining room. These, with various other improvements, will not only add to the convenience and efficiency of our life, but will also increase its dignity and graciousness as space and beauty always tend to do.

The information in this little pamphlet will be of help especially to new girls, in making preparations for the school year. It will also be of help in acquainting them with our customs. Some of these may seem a little strange at first, but very soon you will find yourself following easily and happily these ways which we have discovered to be important for the smooth and successful running of our school community.

A cordial welcome to you all, and may you realize your highest hopes for the coming year!

MARGUERITE HEARSEY

The Student Association

Every girl who is enrolled at Abbot becomes automatically a member of the Student Association. The purpose of this Association is "to promote real interest in the school and to develop, in each member, increased responsibility for its welfare."

The *Executive Board* of the Association consists of the officers of the Association; and the presidents of the Senior Class, of the Christian Association, and of the Athletic Association. *The Student Council* consists of the members of the *Executive Board;* the vice-presidents of the Senior Class, of the Christian Association; and the president of each organized class below the Senior Class. All of these officers are elected by popular vote so that the Council and Executive Board are thoroughly representative.

The Student Association co-operates with the faculty in the maintaining of order, in obtaining support of all school regulations and in developing the capacity for self-government.

The Executive Board of The Student Association

President	Suzanne Bates
Vice-President	Elizabeth Fowler
Secretary	Betty Jean England
Head of Day Scholars	Marjorie Dean
President of Senior Class	Louise Clark
President of Christian Association	Barbara Hill
President of Athletic Association	Mary Bertucio

The Daily Program

	Monday - Friday
6:45	Rising Bell
7:25	Breakfast
7:45— 8:15	Rooms put in order
8:15	Chapel
8:30— 9:15	Class Period I
9:18—10:00	Class Period II
10:03—10:45	Class Period III
10:45—11:00	Tiffin
11:00—11:45	Class Period IV
11:48—12:30	Class Period V
12:33— 1:15	Class Period VI
1:20	Luncheon
1:50— 2:20	School or Organization Meetings
2:20— 4:15	Sports and Recreation
4:40— 5:25	Class Period VII and Study Hour
5:28— 6:10	Class Period VIII and Study Hour
6:20	Dinner
7:15— 9:00	Study Hour
9:30	Lights out (Monday through Thursday)

Friday Evening

7:15— 8:15	Society Meetings
8:15— 9:30	Callers Received
9:30	Corridor Bell
9:45	Lights Out

Saturday

7:30	Rising Bell
8:00	Breakfast
8:30— 9:15	Special Room Cleaning
9:15—10:45	Study Period
10:45—12:30	Recreation
12:30	Luncheon
1:00— 6:00	Recreation
6:15	Dinner
Evening	Entertainments or Recreation
9:45	Lights Out

Sunday

8:30	Rising Bell
9:00	Breakfast
9:30—10:00	Rooms put in order
10:30	Church
1:10	Dinner
2:30— 5:00	Quiet Hour or Outdoor Recreation
6:15	Supper
6:45— 7:30	Free Quiet Hour
7:30	Vespers
8:15— 9:00	Quiet Hour
9:30	Lights Out

The Day's Activities

Chapel

A short religious service is held every weekday morning in Abbot Hall. Every member of the school is present. The seating is arranged by classes, seniors at the front.

Classes

Classes in all of the major subjects come in the morning except for History of Art. Classes in minor subjects —Bible, Art Appreciation, Music Appreciation, and Speech—which meet only one period a week, usually come in the afternoon periods. The Choral Society and Fidelio also meet in the afternoon. Fidelio is a group of about fifty seniors and senior-middlers who have the best voices. The rest of the school make up the Choral Class.

Meals and Tiffin

Tables in the dining-room seat eight to ten, including one or two members of the faculty. Table seating is changed about every four weeks, and girls of various classes are mixed so that acquaintance may be steadily enlarged. At various times during the year girls studying French, Spanish, or German are placed at tables at which these languages are spoken. No absence from meals is permitted without an infirmary excuse. Tiffin is the mid-morning lunch, consisting of soup, cocoa, milk, or fruit juice, and crackers. This

light meal, with the fifteen minute recess, re-establishes energy for the remainder of the morning.

School or Organization Meetings

The Student Association, the Abbot Christian Association, the Athletic Association, and class organizations include all the students of the school. All members are expected to attend and participate in the meetings and activities of these organizations, both for the successful running of the school and for the personal values and training to be obtained.

There are five classes in the school—the Preparatory, or first year class; the Junior, or second year class; the Junior-Middle, or third year class; the Senior-Middle, or fourth year class; the Senior, or fifth year class. The majority of the school complete the course in four years, omitting the Junior-Middle class, but the extra year is often found advisable. A girl is classified according to the probable time it will take her to graduate, and is allowed to take in each subject the course for which she is prepared.

The other organizations of the school are the societies, which are based on special interests and talents. Usually only the two upper classes are admitted to membership in these societies. Election is based on the expressed preference of the individual, and on the approval of the faculty. A description of the societies will be found in the catalogue.

Sports and Recreation

Every girl (unless excused by a physician) participates in organized sports four periods a week and takes at least an hour's exercise on the days on which she has no scheduled class. Some choice is allowed in each of the three seasons. The major sports are field hockey, tennis, golf, riding, baseball, basket-ball, and modern dancing. Minor sports include badminton, ping-pong, croquet, and archery. In the winter, skiing or skating may be substituted when the weather permits, for the major sport.

Posture photographs are taken at the opening and closing of the school year, and constant interest in improving posture is encouraged. Corrective gymastic work is prescribed when it is needed.

Girls may go downtown two afternoons a week in recreation time.

Study Hours

Seniors are allowed to study in their own rooms. The study hall in the McKeen Building is used during the morning and afternoon study hours for all other classes, but after the first six weeks of the school year the privilege of studying in one's own room may be earned by attaining the High Beta or Alpha Rating. (Please see page 16.) In the evening study hour, all girls study in their own rooms.

Friday Evenings

Friday evenings are used for various activities. The

societies meet every other week; Red Cross or British War Relief, or other philanthropic work is done; "corridor" meetings are held (informal gatherings in the rooms of the resident teachers, who act as advisers, for games, radio programs, or discussions of school matters); and the weekly calling hour for friends from Phillips Academy, or boys from other nearby schools is provided. Girls may be introduced to boys who are known to other girls in the school, with the approval of the girls' parents and of the principal. (Please see page 27, Permissions.)

Saturdays

On Saturdays all girls are free after the morning study period for the rest of the day. They may go downtown in the morning between 11:00 and 12:15; they may obtain permission to go out to luncheon at approved places between 12:00 and 2:15, and they may go to a local moving picture show when there is a program of which the school approves.

Trips are often planned for Saturday. These may be picnic walks or ski trips, canoe trips on the Shawsheen River, luncheon rides, sleigh rides, or bus trips to points of historical interest or into Boston for plays, concerts, or other attractions. Girls are advised to save from their allowances for these special occasions. All such trips are chaperoned by members of the faculty except the picnic walks which are often in charge of student leaders.

With permission, girls may accept invitations for luncheon or dinner at homes of day students in the vicinity.

In the evening various interesting programs are presented in the school—concerts, plays, or lectures—and all girls are expected to attend these entertainments.

Sundays

All resident pupils attend church on Sunday morning unless formally excused by the school nurse. Girls may attend either the Congregational or the Episcopal Church, but having selected the church, after the first two Sundays of the school year they continue with the church of their choice.

Occasionally, girls who are Unitarians have an opportunity to attend the service at the Unitarian Church in North Andover.

During the Sunday afternoon Quiet Hour those who wish to do so may go out for recreation—walking, horseback riding, tennis, skiing, or skating. Those who remain in the building are expected to stay in their rooms so that quiet may be assured for all who wish it. Opportunity for listening to the broadcast concerts of the New York Philharmonic Orchestra is given.

The evening service in Abbot Hall is attended by the whole school. The speakers are distinguished out-of-town ministers, and the Abbot Choir provides special music.

Leaves From School

Each girl, individually, registers at the office when she takes a Dining-Out permission, a Saturday Leave, or a Week-end, and again immediately upon her return, before she goes to her room.

Saturday Leaves

Permission for Saturday Leaves are obtained from the office during regular office hours several days in advance.

On two Saturdays in the fall term, and the winter term, and one in the spring term, girls may be away from the school with their families or adult friends of their families from 11:00 a. m. until 6 p. m. They may go by car, or to Boston by train. They are chaperoned on the train and are met at the station by the adult with whom they will spend the day.

After mid-years seniors may go to Boston unchaperoned if accompanied by at least one other senior.

After mid-years a girl may have permission to take a Saturday Leave with a sister who is an alumna of Abbot.

Sunday Leaves

Twice each term on Sunday a girl may receive permission to have dinner (*in or near Andover*) with her parents or adult friends of her family who have come from a distance, leaving after church and returning not

later than 4:00 p. m. She may invite a friend or two to go with her. Unless the circumstances are unusual, permission will not be given for taking the evening meal out on Sunday.

Seniors may accept invitations to dinner in private homes in the vicinity, observing the above hours. Driving in a car is not included in this permission except to and from the destination with an approved chaperon.

The total number of Sunday dining-out permissions is limited to two each term—fall, winter, and spring—for all students.

Week-Ends

Each girl may take one week-end away from school before the Christmas holidays (the fall term), one between the mid-year examinations and spring vacation (the winter term), and one between spring vacation and Commencement (the spring term). Of these week-ends two may begin Saturday morning after breakfast and one, "the long week-end," may begin after luncheon on Friday. The long week-end is taken during the fall or winter term.

Plans for a week-end are made through the office not later than Wednesday of the week *preceding* the week in which the leave is desired and written permission from home must be obtained, as well as the approval of the student's teachers.

All week-end leaves end at 7:00 p. m. Sunday. The

5:10 train from Boston is the latest that can be taken to reach Andover before 7:00. In case of an *actual emergency* which will cause a later return, the school must be notified at once by telephone or telegraph.

Girls taking leaves of any kind at homes in Andover, North Andover, and vicinity must observe the same regulations about chaperonage, smoking, and driving in automobiles as govern them while in residence at the school.

No week-end leave will be granted immediately before and after vacations (including the week-end following Thanksgiving Day), immediately preceding mid-year and final examinations, and the week-end of Abbot's birthday (May 6). The celebration will come on May 9 this year. During these week-ends a reasonable amount of time away from school will be allowed students whose families are in town.

On several Saturday nights during the year no important program will be scheduled. So far as possible week-end leaves should correspond with these dates. Announcement of the dates will be made early in each term.

Girls may have permission to spend a week-end with sisters who attend nearby colleges provided the parents approve and provided the sister's house mother writes an acceptance of the responsibility as chaperon.

Girls whose parents are in Andover for a week-end

and who wish to be with them for most of their meals and free time, must usually count this as one of their three week-ends whether or not Saturday night is spent at the school.

Invitations to boys' preparatory schools may be accepted provided the chaperonage conditions are satisfactory; but only seniors and senior-middlers are eligible to go to evening dances at boys' schools.

Girls living in New York and vicinity, or at distances as great, should go home if at all, only for the long week-end. They may with the written permission of their parents, fly *to* their destination, but they must *return by train.* However, week-ends at such distances are considered undesirable from the point of view of the school.

A girl may have special leave of absence to attend the wedding of a member of her immediate family, or of a friend if she is in the wedding party and if her work is satisfactory.

Day Scholars

During the school day, non-resident girls are expected to observe the same regulations as those observed by girls in residence.

During study hours day scholars must report to the study-hall.

Day Scholars may visit in the rooms of resident girls only during day time recreation periods, and on Friday

and Saturday evenings with permission from the office.

A special room is provided for the use of day scholars. Girls remaining at the school through the afternoon may use the room from 2:00-4:15 for rest or study.

Senior Privileges

Seniors have the privilege of studying in their own rooms during all study hours.

Seniors may use the Senior Room at all times except during quiet hours.

With permission seniors may accept invitations to Sunday dinner in Andover or in the vicinity, leaving after church and returning by 4:00 p. m.

Coffee is served in the Senior Room after dinner on the first Sunday in the month.

During the second semester seniors are allowed to go to Boston unchaperoned in groups of two or more.

High Beta and Alpha seniors may have an extension of their Saturday leave from 6:00 p. m. to 7:30 p. m., but may not use this privilege except after Spring vacation unless accompanied by an adult.

During the second semester the hour for "Lights Out" for seniors is 10:30 p. m. from Monday through Thursday.

The Group Rating System

Six times a year each girl in school is rated by a committee of faculty and students on the basis of her

attitude and effort in school work, and her citizenship, which includes her co-operation, school spirit, personal neatness, punctuality, room order, and thoughtfulness of others. The committee is guided in its decisions by the ratings given by each girl's classroom teachers and her corridor teacher combined with any comments which are handed in, in writing, by faculty and students to the office.

The ratings are as follows:

Beta—Average standing resulting from normal effort to be co-operative.

High Beta—Superior standing resulting from extra effort to be co-operative.

Alpha—Honor standing resulting from exceptional co-operation and thoughtfulness.

Gamma—Unsatisfactory standing resulting from failure to accept school standards.

Girls who receive the Beta rating may, during the following period, have the ordinary privileges of the school as outlined in this booklet.

Girls who are in the High Beta group may study in their rooms during the morning and afternoon study hours, and take one Sunday sleep-over, which must be asked for by 6:00 p. m. on Saturday. High Beta girls living in dormitories other than Draper Hall are requested, in order to save time, and because these houses are closed at times during the morning, to use the library

or the study hall in morning periods rather than returning to these houses.

Girls who are in the Alpha group may receive, with special permission of the Principal, the granting of some unusual privilege of their own choice, in addition to the High Beta privileges.

The cases of any girls who receive the Gamma rating are dealt with individually by the committee.

Information Of Special Interest To Parents

It is assumed that girls enrolled at Abbot are under the jurisdiction of the school at all times except during vacations, and over-night leaves.

It is assumed also that in placing daughters in the school, parents not only will familiarize themselves with the contents of this booklet, but will co-operate sympathetically with the school in obtaining adherence to the spirit as well as to the letter of the regulations.

Dress Regulations

The dress of students should at all times be simple and appropriate. Only clothing actually needed should be brought to school. Shopping for clothing cannot be arranged for during the school session. Elaborate and valuable jewelry should not be brought to the school.

The following articles of dress are definitely required:

1 white uniform tailored dress.

1 white slip to be worn only with the uniform white dress.

(This dress and slip must be purchased from Best and Company through any one of their stores. Mail orders should be addressed to Miss Carolyn Cosby, Best and Company, 1630 Beacon Street, Brookline, Massachusetts. The Abbot white uniform dress and slip will be known to all of the stores of Best and Company. The price of the dress is $15 and that of the slip $1.95. No substitute is permitted for this uniform dress and slip.)

2 or 3 silk or light wool dresses for dinner.

1 long *dinner* dress for formal occasions. (For girls under fifteen an afternoon dress may be substituted for the long dress.) *Backless*, *strapless*, or *halter* evening dresses are not permitted at any time.

Elaborate evening dresses, even for the Senior Promenade dance are not allowed. The dress and slippers to be worn for this occasion must be approved immediately after spring vacation.

Tailored dress or suit and hat for town and church wear.

Tailored hat—"felt classic"—for more informal wear.

A warm tailored top coat.

1 warm bathrobe.

1 pair of bedroom slippers (not mules).

1 raincoat.

1 pair overshoes.

1 umbrella.

2 pairs low-heeled sport shoes for school wear (at least one pair with rubber soles).

1 pair of white and blue, or white and brown, or white and black spectator pumps with moderately high heels.

1 pair of dark street shoes with moderately high "spectator" heels. (*Not open-toed.*)
(Other shoes provided for whatever purpose should not have heels of extreme height.)

1 pair of *rubbers which are fitted to wear over street shoes.*

1 pair rubber-soled shoes without heels for tennis.

Uniform gymnasium outfit, to be purchased from Wright & Ditson on blanks provided for the purpose.

Stockings of lisle or service weight silk for school wear.

Every girl should be provided with woolen stockings and heavy sweaters as the winter weather provides opportunity for the use of skates and skis.

For those who wear glasses an extra pair should be provided.

Dress Customs

Simple sports clothes are worn during the day. Stockings are required at all times except for sports, when socks are permitted. The only shorts allowed at any time are the uniform Abbot playsuits. These must be worn for specified sports. Hats are always worn except on the grounds, and scarfs or hats on the campus when it is raining or very cold.

All girls dress for dinner before the beginning of the afternoon study hour. Separate sweaters and skirts, and "saddle" shoes are not worn to dinner. Tailored silk or wool dresses and spectator pumps are customary.

The uniform white dress is worn by all girls for the special seasonal services and for Commencement.

Fur coats may not be worn except on Sunday or for extremely cold weather.

Cosmetics

Nail polish of natural color only is allowed. Special permission to wear a moderate amount of lipstick is given on certain occasions. Otherwise the use of nail polish and lipstick is not permitted as long as girls are under the jurisdiction of the school.

Room Furnishings

Each girl is provided with a single bed, a bureau, straight chairs, a desk, and a bookcase. There are hardwood floors in all of the rooms. Rugs, curtains, bed-

spreads, lamps, and usually a boudoir or another comfortable chair are provided by the students. Plain cream-colored window curtains of scrim, hemstitched, should be used next the window for the sake of uniformity, but over-draperies may be of any color. Girls who room in Abbey House do not need glass curtains, as all windows have Venetian blinds. Roommates should correspond during the summer about necessary purchases for the room.

The school supplies one pair of woolen blankets for each bed, but a warm puff or an extra pair of blankets should be brought by each girl. Sheets to fit a mattress 6 feet by 3 feet, pillow-cases, 20 inches by 32 inches, bath towels, face towels, table napkins, (eight recommended) napkin ring, a shoe bag, a waste paper basket, and two laundry bags must be provided.

Room decorations should be few and simple. One or two framed pictures or artistic posters for the walls, a few framed photographs for the dresser, with the ordinary toilet articles are sufficient.

No electrical appliances are permitted except lamps. Fluorescent lamps, if desired, should not be bought until after school opens and the superintendent of buildings has been consulted, for the direct current is used in some rooms and these lamps are not interchangeable with the direct and the alternating current as most lamps are.

Victrolas and radios are not permitted.

All girls make their own beds and take care of their own rooms. Beds are made and rooms put in good order before Chapel each morning.

Laundry

The school has its own laundry, well equipped and carefully managed. No chemicals are used for bleaching. The laundering of bed-linen, towels, napkins, and a specified amount of personal apparel is included in the price of tuition. Additional pieces will be charged for at reasonable rates.

All articles of clothing as well as sheets, pillow-cases, towels, napkins, bedspreads, rugs, and so far as possible other personal articles should be marked with the owner's name. A charge of five cents will be made for each article sent to the laundry unmarked.

Infirmary

Every morning the nurse goes through the halls and calls on girls in rooms where the infirmary card has been hung on the door. Students indisposed in any way are urged to put out the card and remain in their rooms until the nurse has called.

Students may go to the infirmary at any time it is necessary, but a report either in person or by note should be left with the corridor teacher.

Food

The table is bountifully supplied, and in the middle of the morning milk or soup and crackers are served. Other eating between meals interferes with the appetite of the girls at the table. It is, therefore, urgently requested that no food other than fruit and cookies be sent by parents and friends. The only exception to this rule is for birthdays. Please instruct your daughter as to the dangers of unwise dieting so that she does not abstain from the wholesome food she needs, nor over-indulge in ways that will harm her.

Spending Money

A deposit for spending money should be placed in the school bank at the beginning of the school year. The first deposit should be fifty dollars, and must be renewed when exhausted. The weekly allowance for withdrawal for girls below the senior-middle class should be not *more* than $1.00; for senior-middlers and seniors $1.50. Each girl is furnished with a school bankbook and checkbook. When the deposit is exhausted checks will not be honored. It is expected that a balance of at least five dollars will be left in the bank to each girl's credit over short vacations. Each girl is expected to keep her own account and to plan her expenditures so as to live within her allowance. All money for the personal use of students should be forwarded to the

financial secretary who will deposit the money to the girl's account.

Parents are especially requested not to send any money directly to their daughters, since in that case no check can be kept on expenditures, and the effort to maintain equality and moderation of spending is destroyed. For a number of purposes school-bank checks may be drawn, in addition to the regular weekly allowance check. These purposes include special concerts (aside from the Boston Symphony Orchestra Concerts, which are charged on the term bill) plays, and other entertainments in Boston or in Andover, money for week-end and Saturday leaves, and for class dues and dues for other school organizations. The permissible charges to term bills, and permissible draughts from the school bank reduce necessary weekly cash spending to an extremely limited range.

Physical Examinations

A physical examination must be given each entering student by the family physician and the report returned to the school on the blank provided for this purpose. Vaccination and the Schick test are required. The medical blanks may be mailed to the school at any time before the opening of school or handed in at the office when the student arrives in September.

Term Bills

Term bills are rendered three times a year. The following items may be charged on these bills:

Books and stationery

Symphony Concerts

Excess laundry

Tutoring and Chaperonage

Equipment for sports such as skis, hockey sticks, and uniforms for Modern Dancing.

Charge Accounts

Charge accounts in local stores or in Boston are not permitted unless by written permission of the parents.

Automobiles

Permission for driving under any circumstances must always be obtained from the office, including travel from the school for any leave, and returning to the school from any leave. No driving permissions are granted on Sundays except in connection with a dining out permission.

Permission will not be given for resident students to drive with day students nor with anyone else of school or college age without an older person in the car.

Exception: Upon the written request of her parents a girl may receive permission to drive to and from the school with her brother or sister for week-ends or vacations.

If a student is planning to leave the school for a Saturday Leave or a Week-end with adult friends in an automobile, specific and definite approval from home must be received beforehand by the school.

Final approval of chaperonage plans must rest with the school.

Smoking

Smoking is not permitted at any time nor in any place while girls are under the jurisdiction of the school, *nor even when accompanied by their parents in* any public place in Andover. Violation of this rule makes the offender liable to suspension.

Correspondence

Students have little time to spare for letter writing. Correspondence other than with members of the family should be limited. Please assist your daughter to regulate this matter.

Permissions

Parents should send to the Principal lists of boys whom they are willing to have their daughters receive as callers. Girls in the senior and senior-middle classes may have "open" calling lists if parents so specify in their permission. An "open" list authorizes a girl to receive at the Friday evening calling hour any boy of whom the school approves.

Written permissions for the following activities are required. They should be filed at the opening of school.

Horseback riding (Cost, eleven rides for $15.00).

Private lessons in piano, organ, or voice (For cost see catalogue).

Group lessons in social dancing, and fancy skating (Cost varies with the size of group).

Parents are requested to notice that these lessons are not required or necessary. Ample instruction in a great variety of sports is provided without extra charge.

Written permission is required for new girls to visit, for the first time, friends whom they have made at or through the school. Thereafter permission to visit such friends for a Saturday leave is granted by the school. Written permission for each week-end taken away from the school is required, and parents are requested to send such permission as far in advance as possible.

Holidays and Vacations

The times allowed for holidays and vacations should be carefully noted and exactly observed. Parents are urged to make no requests for exceptions to the hours and days designated.

The Thanksgiving holiday is from 9 a.m. to 8 p.m. Thanksgiving Day. The traditional service is held at 8:15 Wednesday evening, and parents and friends are cordially invited to attend. Girls may go to Thanksgiving dinner with their families or with friends of the family, if permission is sent from home. For those leaving Andover the destination must be within practical limits.

Girls cannot be accommodated at the school before the dates announced for the opening after each vacation, nor can they be kept at the school later than the day announced for the closing. (Please consult the calendar in the front of this booklet for these dates.)

Girls taking College Board Examinations in June may leave directly after Commencement on Monday, returning the following Wednesday night by 8:00 o'clock. They then remain at the school through the period of review and until their last examination has been taken.

Travel

All tickets for travel from the school are bought by the school office, round trip if desired. As reservations for so large a group must be made weeks in advance, parents are requested to notify the school as early as possible of any special plans for vacations.

At Christmas and Spring vacations girls travel in special cars with a school chaperon to and from New York City. The New York group arrive, at the beginning of vacation, at the *Pennsylvania Station* on the train which leaves Boston at 12:00 noon. Returning to school they leave *from* the *Grand Central Station* on the 12:00 noon train. Other groups travel together en route to Chicago and other western points. The school will notify parents of all travel plans. If parents wish to have their daughters met on their arrival in Boston the school should be notified in advance.

Saturday is the preferred calling day for families and friends, particularly for families and friends of students who live nearby. Guests may call on Saturdays between 11 a. m. and 8 p. m. This does not include boys of school and college age.

Parents from a distance who are in town for only a short time may take their daughters and a friend or two out for luncheon or dinner on school days, provided no school appointment is interfered with. These times are ordinarily from 1:15 to 2:10 and from 6:10 to 7:15. (For Saturday and Sunday dining out privileges see pp. 12-13.)

Telephone

Telephone calls may be made and received at the following times:

Mondays through Fridays

7:50 — 8:15 A.M.	7:00 — 7:15 P.M.
1:50 — 2:15 P.M.	9:00 — 9:15 P.M.

Saturdays

8:30 — 9:00 A. M.	7:00 — 7:45 P. M.

Sundays

9:30 — 10:00 A. M.	2:00 — 2:30 P.M.
8:30 — 9:00 P. M.	

Calls may be made if necessary on Saturday and Sunday during recreation hours also. It is often difficult, however, to find girls at such times unless the call has been pre-arranged.

Girls are not permitted to talk over the telephone with any boys except their brothers.

Abbot Academy Telephone Numbers

Draper Hall General Offices	Andover 23
Abbey House	178-W
Homestead	891-M
Infirmary	178-M
Sherman	891-W

Parents and friends are urged to observe the above hours for telephoning and visiting as it is desirable not to have class or study hours or other school activities interrupted.

Communications From Parents

Letters from parents or guardians with regard to the welfare of students are welcomed. If there are conditions or regulations that are not understood, or if, as may occasionally happen, there are causes of dissatisfaction which are not known to the Principal, they can usually be explained or remedied. It will greatly assist our mutual understanding if you will write freely to the Principal on such matters.

INDEX

	Page
Allowance, Spending Money	24
Automobiles	26
Calendar of School Year	1
Chapel	7
Classes	7
Daily Schedule	5
Day Scholars	15
Dress Requirements	18
Furnishings	21
Infirmary	23
Laundry	23
Leaves, Saturdays and Sundays	12
Meals	7
Permissions	27
Rating System	16
Senior Privileges	16
Smoking	27
Sports	9
Student Association	4
Study Hours	9
Sundays	11
Telephone	30
Travel	29
Vacations	28
Week-ends	13
Welcome	2